

# Kealakehe High School

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## **CTE - Arts & Communication: Spring 2012**

- Kau I Ka Malie Multi-Media Technology Center
- Suggested Grade Level(s): 9<sup>th</sup> – 12<sup>th</sup>
- CTE - Arts & Communication

Dear Parents/Guardians and Students:

My name is Daniel Weiss and I am very pleased to describe the exciting and challenging semester that lies ahead. Kealakehe High and La'i'Opua 2020 have collaborated to create the Kau I Ka Malie Multi-Media Technology Center, a beautiful new facility on campus with 25 brand new iMac computers loaded with cutting edge software.

The following letter describes the course, equipment requirement, grading policy, classroom management plan, expectations and also provides and requests contact information and signatures.

### **Course Description**

The Arts and Communication Career Pathway includes careers and programs of study related to the humanities, and performing, visual, literary, and media arts. These may include creative or technical writing, illustrating, graphic designing, publishing, theatre arts, journalism, languages, radio and television broadcasting, photography, advertising, and public relations.

Though we presently have access to a limited number of digital video cameras, students may sign-out school video cameras and equipment (assuming personal and financial responsibility) and/or provide their own digital video camera and equipment.

### **Grading Policy**

The student's grade will be based on participation in activities and exercises, completion of written assignments, video logs, quizzes/ tests and the production of class projects.

**Participation - Activities and Exercises - (approx 20%)**  
**Written Assignments - Worksheets, Quizzes/Tests - (approx 30%)**  
**Digital Media Production - Class Projects - (approx 50%)**

KHS has implemented a school-wide grading policy that includes A, B, C, I, and F course grades. Grades (effective August 2011) will be assigned as follows:

**A: 90-100%**  
**B: 80-89%**  
**C: 70-79%**  
**I: 60-69% ("incomplete")**  
**F: Less than 60%**

Due to this new policy, students will no longer be able to earn a 'D' grade. A final mark of 'C' is now the minimum requirement for students to earn credit for a course. At the mid-quarter of each grading period, students receiving grades lower than a 'C' will be notified that they have until the end of the grading period to raise their grade to a 'C' or higher. When a grading period ends (with the exception of 4th quarter), any students earning grades in the 60-69% range will be granted a 2-week extension to attempt to raise their grade to a 'C.' At the end of the 2-week extension, any grades below 70% will become 'F's.'

*[Note: No extensions will be granted at the end of the school year. All grades are final on the last day of school].*

### **Classroom Management and Expectations**

As defined by the Kealakehe High Rules of Conduct, students have the right to learn in a safe and secure setting and staff members have the role to promote a positive learning environment. This can be achieved through respect, honesty, effective communication and personal responsibility. Students are expected to follow all policies and procedures for this class which include but are not limited to: entering the room on time, being prepared to participate appropriately in activities and discussions, using school equipment responsibly, only using the bathroom in case of emergency during class-time (unless a prior medical arrangement has been made), not consuming food or drink in class and being dismissed from class by the teacher and not by the bell. Special procedures for substitute teachers, school assemblies, drills and special guests will be addressed as needed. The consequences of inappropriate student behavior will follow the progression of a verbal warning, written documentation, counseling with me, detention, communication/

conference with parent/guardian and a disciplinary referral (in the interest of being good stewards of the Kau I Ka Malie Multi-Media Technology Center, any infraction of eating or drinking in class will automatically warrant detention. Any misuse of equipment, and the student will be subject to losing computer privileges).

Please feel free to contact me with any questions or concerns you may have:

<http://khsweveriders.org>  
[Daniel\\_Weiss@notes.k12.hi.us](mailto:Daniel_Weiss@notes.k12.hi.us)

or by calling the school office:

(808) 327-4300.

Sincerely,

Daniel Weiss

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We have read through, understand, and agree to the class description, equipment requirement, grading policy, classroom management plan and expectations required for the Arts & Communication class at Kealakehe High School and the special considerations concerning the Kau I Ka Malie Multi-Media Technology Center.

Student's Name \_\_\_\_\_ Signature \_\_\_\_\_

Mother/Guardian's Name \_\_\_\_\_ Signature \_\_\_\_\_

Father/Guardian's Name \_\_\_\_\_ Signature \_\_\_\_\_

Best way to contact you is:

Phone Number \_\_\_\_\_ Best time? \_\_\_\_\_

Phone Number \_\_\_\_\_ Best time? \_\_\_\_\_

Email \_\_\_\_\_